# Fair Park Committee Meeting Minutes Jefferson County

Jefferson County Fair Park Activity Center 503 N. Jackson Avenue Jefferson, WI 53549

Date: Thursday, January 3, 2019

Time: 10:26 am

Committee members: Poulson, Blane (Chair) Hartz, Peter

Lindl, Roger (Vice Chair) Nelan, Conor White, Brandon (Secretary) Hall-Kind, Debra Steindorf, Kathleen

#### 1. Call to order:

The monthly meeting was called to order by Committee Chair Blane Poulson at 10:26 a.m. Committee members Blane Poulson (Chairperson), Brandon White (Secretary), Roger Lindl (Vice Chair), Peter Hartz (left during meeting), Conor Nelan, Kathleen Steindorf and Debra Hall-Kind were present. No members of the public were present.

## 2. Roll call (establish a quorum):

A quorum was established.

## 3. Certification of compliance with Open Meetings Law:

Chairperson Blane Poulson certified compliance with the Open Meetings Law.

## 4. Approval of the agenda:

The January agenda was reviewed by the committee members. No changes were proposed.

#### 5. Approval of Fair Park Committee minutes:

The December 6, 2018 meeting minutes were unanimously approved.

#### 6. Communications:

Christmas cards from various suppliers.

# 7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time):

There was no public comment.

## 8. Review of Community Feedback & Suggestions on Fair Operations:

None

#### 9. Discussion and possible action on Marketing Partnerships and Sponsorships:

Amy Listle updated the committee as to the progress of partnerships and sponsorships. No action was needed.

## 10. Discussion and possible action on Fair Park kitchen vending operations:

Discussion was had as to how to proceed with the kitchen operations. No action was taken at this time and this item will be addressed again at the February 7, 2019.

#### 11. Review of Financial Report:

November 2018 statement of revenues and expenditures was distributed and reviewed.

## 12. Review of Supervisor's Report:

None

## 13. Review of Office Report:

Amy Listle updated the committee as to the projects and events being worked on by the office staff at the Fair Park.

## 14. Discussion and possible action on future meeting schedule and agenda items:

Kitchen vending operations should stay on the agenda

#### 15. Adjournment:

Conor Nelan made a motion to adjourn at 10:55 a.m., seconded by Roger Lindl. The motion passed unanimously.

Next scheduled meetings:

Regularly scheduled meetings in the Activity Center Conference Room at 8:30 a.m. on the 1<sup>st</sup> Thursday of the month:

February 7, 2019 March 7, 2019

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.